



South Eastern Sydney  
Recovery & Wellbeing College

# TERM *4* TIMETABLE

5 October – 17 December 2021

Learning & Growth  
for Mental Health

## Our Values

- Collaboration • Integrity • Hope • Opportunity
- Inclusion • Respect • Enjoyment • Self-determination

# Online Courses

Principal Supporters



Health  
South Eastern Sydney  
Local Health District

We acknowledge the traditional owners of the land on which we meet: the Gadigal people of the Eora nation in the Eastern Suburbs, the Bidjegal people of the Eora nation in St George and the Gweagal people of the Dharawal nation in Sutherland. We pay respect to their elders past and present.

## Vision

Every person has access to the resources which supports their personal recovery and wellbeing. The South Eastern Sydney Recovery & Wellbeing College enables this by facilitating co-produced, recovery orientated adult education and learning support.

## Values

The South Eastern Sydney Recovery & Wellbeing College values demonstrate our commitment to high ethical standards that drive our priorities, behaviours, judgements and decisions.

- |                 |                      |
|-----------------|----------------------|
| ❖ Integrity     | ❖ Self-Determination |
| ❖ Respect       | ❖ Opportunity        |
| ❖ Hope          | ❖ Inclusion          |
| ❖ Collaboration | ❖ Enjoyment          |

## A message from the Recovery & Wellbeing College Manager, Arna Rathgen...

Welcome to Term 4 2021. We are continuing to offer online courses during the lockdown period. If we are able to add in some face to face courses later in the term will promote these on Facebook ([www.facebook.com/SESLHDSydneyRecoveryCollege](http://www.facebook.com/SESLHDSydneyRecoveryCollege)) and email.

We miss seeing you in person, however also appreciate how technology enables us to continue to provide co-produced recovery orientated education to support your during this difficult time. On behalf of the team we hope to see you soon and please contact us if you need support such as a Student Learning Plan.

## Who can attend the Recovery & Wellbeing College?

The South Eastern Sydney Recovery & Wellbeing College is currently FREE of charge and open to people 16 years of age and over:

1. With a lived experience of mental distress, or suicidal crisis and live in the South Eastern Sydney Local Health District (SESLHD) catchment area.
2. Their families, carers and support people.
3. Staff, students and volunteers of the South Eastern Sydney Local Health District.
4. Staff of the Recovery & Wellbeing College partner organisations.
5. Students of the University of NSW and Randwick TAFE who meet either criteria 1, 2 or 3 (student ID to be provided on enrolment).

## How to enrol?

### For new students

**Option 1:** complete our online enrolment form: <https://recoverycollege.knack.com/sies#recovery-college-enrolment-request/>

### For current students

**Option 1:** complete online enrolment form <https://recoverycollege.knack.com/sies#recovery-college-enrolment-request/>

**Option 2:** email SESLHD-RecoveryCollege @health.nsw.gov.au or phone 91132981 us with your course preference

Students who attend the Recovery and Wellbeing College agree to the Student Guidelines and Rights & Responsibilities set out by the College on page 16.



## Nutrition for Good Health



In this course you will have the opportunity to review your own diet, learn how to develop healthy eating habits and how this can impact on your recovery. We also take a look at current diet fads, food labelling, healthy options on a budget and where to go for more specialist advice.

*Duration: 1.5 hour x 2 weeks*

Monday 11 October  
Monday 18 October

10:00am-11:30am

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## Communication: Finding Your Voice

Students will have fun in this course learning about communication and how it supports recovery. Topics include: what is communication and how do we communicate, assertiveness, how to get my message across, saying “no” is OK and what to say after “hi”.

*Duration: 2 hours x 4 weeks*

Tuesday 12 October  
Tuesday 19 October  
Tuesday 26 October  
Tuesday 2 November

10:00am-12:00pm

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## Exploring Anxiety During Lockdown

This course will explore the experience of anxiety from a range of perspectives. The course will focus specifically on how the COVID-19 pandemic and being in lockdown can impact anxiety, strategies for dealing with anxiety as well as what current supports there are available.

*Duration: 2 hours*

Thursday 14 October

10:00am-12:00pm

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## Exploring Depression During COVID

This course will explore the experience of depression and the impact of the COVID-19 pandemic. Students will explore strategies for identifying positive coping strategies for recovery from depression. The course will also provide information about support options.

*Duration: 3 hours*

Friday 15 October

10:00am-1:00pm



## Life Beyond Anxiety

Many people experience anxiety and live a meaningful and purposeful life. In this course students will learn about a number of strategies to support living life to the full beyond the experience of anxiety, including relaxation practices. Students will hear from a Peer Educator who has personally experienced living with and beyond anxiety. This course extends learning from Exploring Anxiety During Lockdown.

*Duration: 3 hours*

Thursday 21 October

9:30am-12:30pm

## Life Beyond Depression

Students will have the opportunity to use a range of tools, skills and strategies to enhance resilience and improve wellbeing. You will be introduced to the idea of a wellness plan to assist with the recovery journey from depression. This course complements and builds upon the *Exploring Depression During COVID-19 course*.

*Duration: 3 hours*

Friday 22 October

10:00am-1:00pm

## Yoga for Wellbeing

Yoga can be very beneficial for supporting wellbeing during difficult times. Drawing on the emerging evidence of the benefits of yoga for wellbeing. Students will explore a range of yoga postures as well as learning about the connection between your body and mind. These sessions are accessible to anyone, you do not need previous experience with yoga, you do not need special equipment and you do not have to have a particular body type.

*Duration: 1 hour x 6 weeks*

Monday 25 October

10:00am-11:00am

Monday 1 November

Monday 8 November

Monday 15 November

Monday 22 November

Monday 29 November

## Getting a Good Night's Sleep During COVID

Sleep problems have been common for many of us during the ongoing COVID-19 pandemic. Moreover, sleep problems often leads to higher levels of mental distress. This interactive course will explore the nature of sleep, the relationship between mental health and sleep, and offer practical strategies for getting a good night's sleep.

*Duration: 3 hours*

Wednesday 27 October

10:00am-1:00pm

## ENRICH: Applying Recovery Themes during COVID

COVID-19 got you coming apart at the seams? Have sweeter dreams by applying recovery themes!

In this 7 week course, participants will explore different recovery themes and how they can be applied to ENRICH their lives during COVID-19. ENRICH stands for Empowerment Now; Resilience; Identity; Connection; & Hope. This course will explore fun, creative and interactive ways to ENRICH mental health & wellbeing during the pandemic.

Duration: 1 hours x 7 weeks

Thursday 28 October

11:00am-12:00pm

Thursday 4 November

Thursday 11 November

Thursday 18 November

Thursday 25 November

Thursday 2 December

Thursday 9 December

## Developing Your Story

In this course students will have the opportunity to practice developing purposeful stories about their own lived experience. Recovery principles such as hope, empowerment, identity, meaning and purpose will be drawn upon. Students will be assisted to develop their own stories relevant to the situation. There will be opportunities to practice delivering their stories in a safe environment.

Duration: 2 hours x 2 weeks

Friday 29 October

10:00am-12:00pm

Friday 5 November

## Getting into Exercise During COVID

We've all thought about being more active. We've all thought about exercising. We've all wondered what to do and how to do it. This course will address your questions about getting into exercise, particularly during COVID-19 lockdown when it's difficult to access the usual exercise options.

Duration: 2 hours

Monday 1 November

2:00pm-4:00pm



## Exploring the Impact of Trauma

This course explores the impact of trauma. Topics include: ❖ What is trauma? ❖ How trauma impacts of wellbeing, relationships and communities ❖ Drug and alcohol use as a response to trauma ❖ Finding hope after the experience of trauma

*Duration: 2 hours x 2 weeks*

Wednesday 3 November	10:00am-12:00pm
Wednesday 10 November	

## Making Mindfulness Your Own in English

This 5-week course will build on the practices taught in the Introduction to Mindfulness course. To enrol in this course, students will need to have completed the Introduction to Mindfulness course OR have prior experience with mindfulness.

*Duration: 2 hours x 5 weeks*

Friday 5 November	2:00pm-4:00pm
Friday 12 November	
Friday 19 November	
Friday 26 November	
Friday 3 December	

## Skills for Educators: Delivering Online

This course forms part of the Recovery & Wellbeing College Educators' Training Program. It will provide you with core knowledge and skills required to effectively co-facilitate courses with the Recovery & Wellbeing College. Students will learn about the adult education principles, dealing with different student needs, how to problem solve if things don't go as planned; and working effectively in co-facilitation while using in the online platform.

*Duration: 3 hours x 2 weeks*

Monday 8 November	1:00pm-4:00pm
Monday 15 November	

## Improving Self-Esteem & Challenging Stigma

Self-esteem is important for our quality of life and sense of wellbeing. Having low self-esteem can lead to mental distress and an increase in substance use or poor mental health. In this course students will learn how self-esteem develops and is negatively impacted by stigma. Students will develop skills in how to challenge stigma, take hold of your own self-worth and improve your self esteem.

*Duration: 1.5 hours x 2 weeks*

Thursday 11 November	6:00pm-7:30pm
Thursday 18 November	



## Explanatory Frameworks for Mental Distress

This course is facilitated by inside out and associates will explore what are explanatory frameworks for mental distress and the evidence base for each framework, including recovery as a framework. There will be discussion about the implications of these frameworks for education and interpersonal practice.

Duration: 4 hours

Friday 12 November

9:00am-1:00pm

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## Recovery Stories

This course will support students to process, create and distribute their individual recovery stories into a book format. Students will explore and reflect on their journey through inspiring mediums such as poetry, photography, art, visual journey boards and creative writing. This course is for any who would like their narrative, expressive and visionary skills to come alive on page.

Duration: 2 hours x 4 weeks

Tuesday 16 November

10:00am-12:00pm

Tuesday 23 November

Tuesday 30 November

Tuesday 7 December

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## Spirituality & Wellbeing

This course is for anyone, whether you believe in a specific religion, have some understanding of the role of spirituality in your own life, or have not thought about spirituality before, and would simply like to learn more. You will meet other people and hear and understand what spirituality means for them as well as explore new ways of being spiritual and how this impacts on your wellbeing.

Duration: 2 hours x 3 weeks

Wednesday 17 November

2:00pm-4:00pm

Wednesday 24 November

Wednesday 1 December





## Law for Everyday Life

This course is co-facilitated by lawyers from Legal Aid NSW. It will provide students with information on a range of civil law issues that impact on people's everyday life like debts, fines, discrimination, tenancy issues, Centrelink disputes and more. Legal issues relevant to mental health will also be explored.

*Duration: 2 hours x 2 weeks*

Tuesday 23 November	2:00pm-4:00pm
Tuesday 30 November	

## Systemic Advocacy

This course will provide students with information, skills and confidence to engage in systemic advocacy. Students will leave with strategies and connections to work towards positive change in services, policy, law, communication and attitudes.

*Duration: 3 hours x 2 weeks*

Monday 29 November	1:00pm-4:00pm
Monday 6 December	

## Exploring Alcohol, Drug Use & Wellbeing

Students will explore the impacts alcohol and other drug use can have on a person's health and wellbeing. Students will be provided with resources and information about services that are available to support and improve health outcomes.

*Duration: 1.5 hours x 2 weeks*

Friday 3 December	10:00am-11:30am
Friday 10 December	

## Exploring Bipolar

Students will explore different ways of understanding bipolar, treatment options and supports available. The course will also outline strategies for carers to support a person who is experience distress associated with mood changes.

*Duration: 3 hours*

Friday 10 December	1:00pm-4:00pm
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# Online Course Calendars Term 4



# October 2021

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2	3
	4  Public Holiday	5	6	7	8	9	10
Week 1	11 Term 4 Commences  Nutrition for Good Health, 1 of 2, (10am-11:30am)	12 Communication: Finding Your Voice, 1 of 4, (10am-12pm)	13	14 Exploring Anxiety During Lockdown, (10am-12pm)	15 Exploring Depression During COVID, (10am-1pm)	16	17
Week 2	18 Nutrition for Good Health, 2 of 2, (10am-11:30am)	19 Communication: Finding Your Voice, 2 of 4, (10am-12pm)	20	21 Life Beyond Anxiety, (9:30am-12:30pm)	22 Life Beyond Depression, (10am-1pm)	23	24
Week 3	25 Yoga for Wellbeing, 1 of 6, (10am-11am)	26 Communication: Finding Your Voice, 3 of 4, (10am-12pm)	27 Getting a Good Sleep During COVID, (10am-1pm)	28 ENRICH – Applying Recovery Themes During COVID, 1 of 7, (11am-12pm)	29 Developing Your Story, 1 of 2, (10am-12pm)	30	31

Online Courses

# November 2021

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 4	1 Yoga for Wellbeing, 2 of 6, (10am-11am) Getting into Exercise During COVID, (2pm-4pm)	2 Communication: Finding Your Voice, 4 of 4, (10am-12pm)	3 Exploring the Impact of Trauma, 1 of 2, (10am-12pm)	4 ENRICH – Applying Recovery Themes During COVID, 2 of 7, (11am-12pm)	5 Developing Your Story, 2 of 2, (10am-12pm) Making Mindfulness Your Own in English, 1 of 5, (2pm-4pm)	6	7
	8 Yoga for Wellbeing, 3 of 6, (10am-11am) Skills for Educators: Delivering Online, 1 of 2, (1pm-4pm)	9	10 Exploring the Impact of Trauma, 2 of 2, (10am-12pm)	11 ENRICH – Applying Recovery Themes During COVID, 3 of 7, (11am-12pm) Improving Self-Esteem & Challenging Stigma, 1 of 2, (6pm-7:30pm)	12 Explanatory Frameworks for Mental Distress, (9am-1pm) Making Mindfulness Your Own in English, 2 of 5, (2pm-4pm)	13	14
Week 5	15 Yoga for Wellbeing, 4 of 6, (10am-11am) Skills for Educators: Delivering Online, 2 of 2, (1pm-4pm)	16 Recovery Stories, 1 of 4, (10am-12pm)	17 Spirituality & Wellbeing, 1 of 3, (2pm-4pm)	18 ENRICH – Applying Recovery Themes During COVID, 4 of 7, (11am-12pm) Improving Self-Esteem & Challenging Stigma, 2 of 2, (6pm-7:30pm)	19 Making Mindfulness Your Own in English, 3 of 5, (2pm-4pm)	20	21
	22 Yoga for Wellbeing, 5 of 6, (10am-11am)	23 Recovery Stories, 2 of 4, (10am-12pm) Law for Everyday Life, 1 of 2, (2pm-4pm)	24 Life Beyond Trauma, 1 of 3, (10am-12pm) Spirituality & Wellbeing, 2 of 3, (2pm-4pm)	25 ENRICH – Applying Recovery Themes During COVID, 5 of 7, (11am-12pm)	26 Making Mindfulness Your Own in English, 4 of 5, (2pm-4pm)	27	28
Week 6	29 Yoga for Wellbeing, 6 of 6, (10am-11am) Systemic Advocacy, 1 of 2, (1pm-4pm)	30 Recovery Stories, 3 of 4, (10am-12pm) Law for Everyday Life, 2 of 2, (2pm-4pm)					

Online Courses



# December 2021

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 8 (Cont.)			<b>1</b> <div>Life Beyond Trauma, 2 of 3, (10am-12pm)</div> <div>Spirituality &amp; Wellbeing, 3 of 3, (2pm-4pm)</div>	<b>2</b> <div>ENRICH – Applying Recovery Themes During COVID, 6 of 7, (11am-12pm)</div>	<b>3</b> <div>Exploring Alcohol, Drug Use &amp; Wellbeing, 1 of 2, (10am-11:30am)</div> <div>Making Mindfulness Your Own in English, 5 of 5, (2pm-4pm)</div>	<b>4</b>	<b>5</b>
Week 9	<b>6</b> <div>Systemic Advocacy, 2 of 2, (1pm-4pm)</div>	<b>7</b> <div>Recovery Stories, 4 of 4, (10am-12pm)</div>	<b>8</b> <div>Life Beyond Trauma, 3 of 3, (10am-12pm)</div>	<b>9</b> <div>ENRICH – Applying Recovery Themes During COVID, 7 of 7, (11am-12pm)</div>	<b>10</b> <div>Exploring Alcohol, Drug Use &amp; Wellbeing, 2 of 2, (10am-11:30am)</div> <div>Exploring Bipolar, (1pm-4pm)</div>	<b>11</b>	<b>12</b>
Week 10	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b> <div>Last day of Term 4</div>	<b>18</b>	<b>19</b>
	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b> <div>Public Holiday</div>	<b>26</b> <div>Public Holiday</div>
	<b>27</b> <div>Public Holiday</div>	<b>28</b> <div>Public Holiday</div>	<b>29</b>	<b>30</b>	<b>31</b>		

Online Courses

# Do you need an interpreter?

If you wish to contact us by telephone call the Translating and Interpreting Service (TIS) on 131 450. Tell the operator what language you speak, and then ask the interpreter to set up a telephone conversation between you, an interpreter and the health service contact listed below.

## Arabic

### هل انت بحاجة الى مترجم؟

إن كنت ترغب بالإتصال بنا هاتفياً، إتصل بخدمة الترجمة الهاتفية على الرقم 131 450. إبلاغ الموظف باللغة التي تتكلمها، ثم اطلب من المترجم إعداد مكالمة هاتفية تجمع بينك وبين المترجم ومقدم الرعاية الصحية المدرج أدناه

## 您需要一位口译员吗？ Simplified Chinese

如果您想打电话联系我们，可以致电131450 笔译和口译服务处 (Translating and Interpreting Service, TIS)。告知接线员您所说的语言，然后请口译员建立一个在您、口译员和下列医疗服务处之间的对话。

## 您需要一位傳譯員嗎？ Traditional Chinese

如果您想打電話聯絡我們，可以致電131450筆譯和傳譯服務處 (Translating and Interpreting Service, TIS)。告知接線員您所說的語言，然後請傳譯員建立一個在您、傳譯員和下列醫療服務處之間的對話。

## Χρειάζεστε διερμηνέα; Greek

Αν θέλετε να επικοινωνήσετε μαζί μας τηλεφωνικά, καλέστε την Υπηρεσία Διερμηνέων και Μεταφραστών (TIS) στο 131 450. Να πείτε στον τηλεφωνητή ποια γλώσσα μιλάτε και στη συνέχεια ζητήστε από τον διερμηνέα να δημιουργήσει μια τηλεφωνική συνομιλία ανάμεσα σε εσάς, τον διερμηνέα και τις υγειονομικές υπηρεσίες που αναφέρονται παρακάτω.

## Ви треба преведувач? Macedonian

Ако сакате да ни се обратите преку телефон јавете се во Преведувачката служба (Translating and Interpreting Service (TIS) на 131 450. Кажете и/му на телефонистот на кој јазик зборувате, а потоа побарајте од преведувачот да се воспостави телефонски разговор меѓу вас, преведувачот и лицето од здравствената служба наведена подолу.

## Вам нужен переводчик? Russian

Если вы хотите связаться с нами по телефону, позвоните в Службу Письменных и Устных Переводов (TIS) по телефону 131 450. Скажите оператору на каком языке вы говорите, а затем попросите переводчика организовать телефонный разговор между вами, переводчиком и представителем службы здравоохранения из перечисленного ниже списка.

## के तपाईंलाई दोभासे अनुवादक चाहन्छि ? Nepali

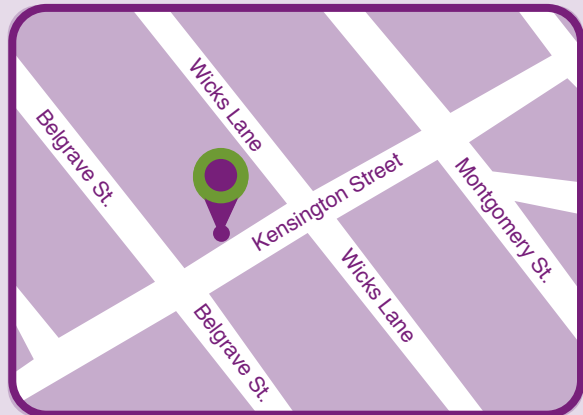
यदी हामीलाई टेलीफोनबाट सम्पर्क गर्न चाहानुहुन्छ भने ट्रान्सलेटिग एंड इन्टरप्रेटिग सर्विस (टिआइएस) को १३१ ४५० मा फोन गर्नुहोस् . ओपरेटर लाई तपाईं कुन भाषा बोल्नुहुन्छ भन्नुहोस्, अनि दोभासे तपाईं र तल उल्लेखित स्वस्थ सेवा बीच सम्पर्क मिलाउन लगाउनुस् .

## ¿Necesita un intérprete? Spanish

Si usted necesita usar un intérprete para comunicarse con su servicio de salud, por favor, utilice el Servicio de Traducción e Intérprete (TIS). Por favor llame al 131 450 y decirle al operador el idioma que usted habla y el nombre y número de teléfono del servicio que desea contactar. Este es un país libre, 24 horas al día, 7 días a la semana el servicio.



# Our Locations



Venue maps will be sent with your confirmation of enrolment email. The following list of venues may change and additional venues may be added. Please refer to the timetable published each term for information on venues.

We deliver the courses at a variety of locations across South Eastern Sydney district including:

## **Recovery & Wellbeing College & Keeping the Body in Mind Gym**

*Wheelchair accessible*

20/24 Belgrave Street, Kogarah 2217  
(Entrance via Kensington Street)

## **City East College**

*Wheelchair accessible*

98 Bondi Road, Bondi Junction 2022

## **Community Health Caringbah**

*Wheelchair accessible*

430 Kingsway, Caringbah 2229

## **headspace, Bondi Junction**

*Wheelchair accessible*

20 Bronte Road, Bondi Junction 2022

## **headspace, Miranda**

*Wheelchair accessible*

5/522 Kingsway, Miranda 2228

## **Prince of Wales, Euroa Building**

*Wheelchair accessible*

Centre for Healthy Brain Ageing,  
Prince of Wales Hospital,  
Barker St, Randwick 2031

## **Sydney Children's Hospital**

Conference Room

High St, Randwick 2031

## **St George Research & Education Centre**

4-10 South St, Kogarah 2217

## **The Langton Centre**

*Wheelchair accessible*

591-623 South Dowling Street,  
Surry Hills 2010

## **The Maroubra Centre**

*Wheelchair accessible*

130 Garden Street, Maroubra 2035

## **St George & Sutherland Community College, Jannali Campus**

*Wheelchair accessible*

127-129 Sutherland Road,  
Jannali 2226



# Frequently Asked Questions

## What happens after I complete the enrolment form?

A team member will contact you and arrange a time to meet for an orientation and discuss your individual learning needs. Prior to commencing any courses, we will work through a Student Learning Plan with you which will build on your strengths to identify a set of learning goals for recovery.

## Do I need to be referred by the mental health team?

No. You do not need to be referred. As a student you simply complete the enrolment form and a staff member will talk to you about what courses you want to attend.

## How many other students will be at the courses?

The class sizes are kept small so you can have the best environment for learning. The sizes will vary depending on the nature of the course, with the average around 8-15 students.

## Who will teach the courses?

All our courses are co-written and co-facilitated by two Recovery & Wellbeing Educators. One is a person with a lived experience of mental health and/or drug and alcohol concerns. The other a health care worker, clinician or professional with suitable training and experience.

## What do courses cost?

All courses are currently free of charge as long as you meet the eligibility criteria on page 1.

## Do you supply food and refreshments?

Where possible, we provide tea, coffee and biscuits. Please bring along your own lunch and other snacks.

## Can I bring a support person?

You are welcome to bring a support person to the course. This person also needs to complete the enrolment form and participate as a student in the same course.

## What if I wish to provide compliments, feedback or make a complaint?

If you have any suggestions for new courses or any other ways we can improve please contact the Recovery & Wellbeing on Ph. 9113 2981 or email: [seslhd-recoverycollege@health.nsw.gov.au](mailto:seslhd-recoverycollege@health.nsw.gov.au).

If you have any concerns or compliments we also encourage you to talk to a Recovery & Wellbeing team member by phoning 9113 2981. You can also discuss these issues with the Manager so they can work with you to find a solution.

If you don't feel comfortable discussing your concerns with the Recovery & Wellbeing team members or Manager, you can contact the Complaints Officer. The Complaints Officer is independent of the Recovery & Wellbeing College and will look into your specific issues, attempt to provide a resolution and provide you with the result of this process.

**Complaints Officer, St George Hospital,  
Gray Street, Kogarah NSW 2217  
Ph. (02) 9113 1111**

*If you do not get any satisfaction from the above steps or don't wish to contact the Health Service directly you can contact the Health Care Complaints Commission*

**Health Care Complaints Commission (HCCC)**  
Ph.1800 043 159. For more information visit [www.hccc.nsw.gov.au](http://www.hccc.nsw.gov.au)

## What happens if I can't attend the course?

We understand that there may be genuine reasons why on occasion people find it difficult to attend a course. The team is available to talk to you about any barriers to attending you might have and can suggest strategies to support you. We expect you to contact the College if you are unable to attend.



# Notes

# Students Rights and Responsibilities

## Students have the right to:

- \* Be treated fairly and with respect by Recovery & Wellbeing College staff and students
- \* Be treated in a warm and professional manner
- \* Privacy, dignity and confidentiality
- \* Quality provision of courses that provide hope, opportunity, personal control and appreciate individual needs and learning styles
- \* Provide feedback, complaints or compliments through appropriate channels
- \* Be protected from all forms of harassment and discrimination
- \* Know about policies referring to them
- \* A safe and clean learning environment
- \* Have enquiries dealt with in an efficient manner
- \* Information, guidance and advice on courses
- \* Support for specific learning needs if you tell us about a disability or learning difficulty
- \* Have your personal beliefs, religious and cultural practices respected
- \* Express your views and be involved in developing the college

## Students have the responsibility to:

- \* Treat other students and staff with respect and fairness
- \* Behave in an acceptable and appropriate manner towards other students and staff and to respect the property of the College and host community colleges
- \* Refrain from swearing in classrooms and other learning areas
- \* Not behave in any way that could offend, embarrass or threaten others
- \* Be respectful of personal space and boundaries
- \* Provide accurate information about themselves and advise of any changes
- \* Follow normal safety practices (eg: following both written and verbal directions given by Recovery & Wellbeing College or host staff)
- \* Ask for clarification about anything you are not sure about

# Student Guidelines

## Students should:

- \* Act in a responsible manner and foster mutual respect and understanding between students
- \* Respect the rights, beliefs and opinions of others
- \* Not act in a way that may be considered threatening or disruptive, or likely to cause physical or emotional harm
- \* Refrain from the use of alcohol or illegal drugs when using the college

## The college considers the following examples to constitute misconduct and subject to disciplinary procedures:

- \* Prevention or disruption of learning or other activities
- \* Violent, indecent, threatening or offensive behaviour or language
- \* Use of alcohol or illegal drugs on the premises
- \* Theft, damage or misuse of college or host organisations property, or the property of staff, students or visitors
- \* Action likely to cause injury or impair safety on college or host organisations premises
- \* Any act which constitutes a criminal offence
- \* Sexual, racial or other harassment of any staff member, student or visitor to the college
- \* Unwarranted and inappropriate touching

## By enrolling in the college students agree to the above Student Guidelines and Rights and Responsibilities.





## Our contact details

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